



ELOY JUSTICE COURT

Physical address: 801 N. Main Street, Eloy, AZ 85131

Mailing address: P.O. Box 586, Eloy AZ 85131

[website](#)

(520)866-7983

8:00 am – 5:00 pm, M-F



YOUR FORMS HAVE NOT BEEN ELECTRONICALLY FILED WITH THE COURT.



YOU MUST STILL FILE THE FORMS WITH THE COURT AND PAY THE COURT FILING FEE (Separate from the fee you paid to create the forms).

Please refer to the information below to properly file your court documents.

You have TWO options to file your court documents generated on AZTurboCourt in Eloy Justice Court:

✓ Mail the filing to the court OR

✓ File at the court in person



Carefully read the instructions on the next page. The procedures for filing by mail or at the court (in person) are different. You must follow the instructions to properly file your court document/s.

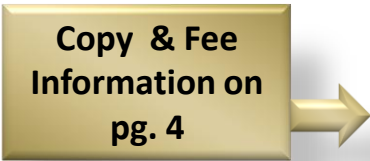
MAIL THE FILING TO THE COURT

- 1) Print out a copy of your form/s in AZTurboCourt.
- 2) Make the correct number of copies of the form/s.
- 3) Mail the form/s, copies, filing fee, and self-addressed stamped envelope to the court and address at the top of the form/s (upon receipt the Court will mail additional information).



YOU MUST INCLUDE:

- ☐ Completed Form/s
- ☐ Correct Number of Copies
- ☐ Filing Fee
- ☐ Self-Addressed Stamped Envelope



Types of payment accepted for mail-in filings (to pay for the filing fee):

- Cashier’s Check
 - Money Order
- * Make cashier’s check or money order payable to Eloy Justice Court and mail to P.O. Box 586, Eloy AZ 85131*



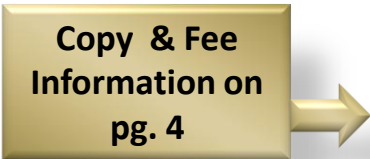
FILE AT THE COURT IN PERSON

- 1) Print out a copy of your form/s in AZTurboCourt.
- 2) Make the correct number of copies of the form/s
- 3) Bring the completed form/s , copies, and payment for the filing fee to the court to file.

YOU MUST BRING:



- ☐ Completed Form/s
- ☐ Correct Number of Copies
- ☐ Filing Fee



Types of payment accepted when filing at the court (to pay for the filing fee):

- Credit Cards
(\$5.95 convenience fee)

 - Visa
 - Mastercard
 - Discover
 - American Express
- Cashier’s Check
 - Money Order
 - Debit
(\$5.95 convenience fee)
 - Cash

** Make cashier’s check or money order payable to Eloy Justice Court and bring to 801 N. Main Street, Eloy AZ 85131.*



FEE AND COPY INFORMATION

Small Claims Initial Filings

Type	Fee	Copies
Complaint Filing Fee:	\$24.00	<ul style="list-style-type: none"> 1 copy for the court 1 copy for each plaintiff and defendant

Small Claims Subsequent Filings (filed after the complaint)

Type	Fee	Copies
Answer Filing Fee <u>OR</u> Other First Time Filing:	\$14.00	<ul style="list-style-type: none"> 1 copy for the court 1 copy for each plaintiff and defendant
Transfer Fee to Civil Court (plaintiff)	\$44.00	
Transfer Fee to Civil Court (defendant)	\$23.00	

Civil Initial Filings

Type	Fee	Copies
Complaint Filing Fee: (Claim Amount \$0.01 - \$10,000.00)	\$68.00	<ul style="list-style-type: none"> 1 copy for the court 1 copy for each plaintiff and defendant 1 copy for each attorney (<i>if applicable</i>)

Civil Subsequent Filings (filed after the complaint)

Type	Fee	Copies
Answer Filing Fee <u>OR</u> Other First Time Filing	\$37.00	<ul style="list-style-type: none"> 1 copy for the court 1 copy for each plaintiff and defendant 1 copy for each attorney (<i>if applicable</i>)

Eviction Action Initial Filings

Complaint Filing Fee:	\$32.00	<ul style="list-style-type: none"> 1 copy for the court 1 copy for each plaintiff and defendant 1 copy for each attorney (<i>if applicable</i>)
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Eviction Action Filings (filed after the complaint)

Answer Filing Fee <u>OR</u> Other First Time Filing	\$17.00	<ul style="list-style-type: none"> 1 copy for the court 1 copy for each plaintiff and defendant 1 copy for each attorney (<i>if applicable</i>)
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Minimum Clerk Fees:

Type	Fee
Copy Fee Per Page	\$.50